



Health
Budgets &
Financial
Policy



2010 UBO/UBU Conference

Briefing: **Medical Affirmative Claims**

**** Navy ****

Date: **24 March 2010**

Time: **1110 - 1200**



- Provide Legal Authority for Medical Care Recovery / Medical Affirmative Claims (MAC)
- Identify what is included in MAC Program
- Identify responsibilities of MAC Billing Clerks in the MTF
- Identify reporting requirements





- Federal Medical Care Recovery Act
(42 U.S. Code, Chapter 32, Sections 2651-2653)
- Federal Claims Collections Act
(31 U.S. Code, Chapter 37, Section 3711)
- Worker's Compensation Statutes – Federal and State
- Collections from Third Party Payers
(10 U.S. Code, Chapter 55, Section 1095)





What Falls Under MAC?

- Vehicle Accidents - Automobile, Motorcycle, Boating, etc..
- Personal Injuries – Slip & Falls, Dog Bites, etc.
- Product Liability – Silicone Breast Implants, Phen Phen Diet Pills, etc.
- Medical Malpractice – suits against a civilian hospital, or civilian medical practitioners. Cost of treatment/care provided by the MTF to correct or repair what was provided by civilian facility/practitioner
- Worker's Compensation – Treatment/care provided to beneficiaries for work-related injuries
- **Does not include care/treatment provided to Federal employees or Active Duty Military Personnel who are injured on their DoD job**





Who Is Responsible?

- UBO is responsible for overseeing the MAC program at the MTF
- UBO MAC Billing Clerks must provide training to all departments/clinics/ancillary services in the MTF on Medical Care Recovery Program / MAC on a regular basis
- MAC questionnaires are to be made available for the patient to complete





Responsibilities of the Billing Clerk

- Train and maintain a relationship with the front desk staff for point of entry at the MTF. These entries will include Family Medicine, Emergency Room, Orthopedic Clinic, Physical Therapy, and Ancillary Services
- Obtain completed MAC questionnaire. Forward it to MCRU for a determination for a potential MAC case
- Receive requests for Medical & Dental care costs from civilian attorney's, insurance companies, and other military legal offices (Incoming request should be received from the MCRU)





Responsibilities of the Billing Clerk

- Obtain all medical records and other documentation that support the care/service related to the injury/illness
- Identify inpatient care, outpatient care, and ancillary services provided since the date of accident/injury/illness that are related
- Generate appropriate claim forms to be provided to MCRU, Army or Air JAG, USCG, NOAA, OR PHS
- Maintain a file of all submitted claims





Responsibilities of the Billing Clerk

- Maintain a tracking system that will identify all claims submitted
- Provide reports upon request to BUMED or Regional UBO Managers





MAC Billing Preparation

1. MAC claim is identified:
 - a. Completed MAC Questionnaire
 - b. Request from Military JAG
 - c. Request from Attorney or Insurance Company
2. TPOCS:
 - a. Patient Data entered into TPOCS
 - b. Set-up Military Legal billing location
 - c. Use remarks section to track status of claim





3. Gathering Billing Data:
 - a. Print AHLTA Notes or request Medical Record
 - b. Print DPA (Display of Appointments)
 - c. Print ADS for all related visits
 - d. Print rads, labs, and pharmacy for related visits
4. Billable Visits:
 - a. Review all notes
 - b. If visit is questionable, bill and let MCRU decide
 - c. Take to Coders





MAC Billing Preparation

5. TPOCS Billing:
 - a. Create bills in MAC module
 - b. Separate reporting code for MAC
 - c. Print and Post all bills

6. Preparing MAC Billing Packet:
 - a. Completed NAVJAG 5890
 - b. Completed MAC Billing Summary
 - c. Original MAC Questionnaire/other request form
 - d. Original bills and back up documentation





MAC Billing Preparation

- UBO Manager will review and sign completed packet
- Mail to appropriate MCRU
- MCRU will send request for final or additional billing if required





Additional MAC Reports

- MAC Emergency Room Report
- MAC (Injury) Enhancement Reports
 - These reports are used to capture all possible Third Party Liability injuries
 - These reports tend to be large, it is suggested to run the reports every 15 days





- Ensure all patient information is correct and up to date
- If patient's address is his or her duty station, ensure the address is correct
- Make sure the questionnaire is complete (Gather all of the information regarding the insurance)





- Be knowledgeable of legal authority requiring Medical Care Recovery/Medical Affirmative Claims (MAC)
- Know exactly what is included in MAC program, so time is not wasted generating claims that will never be pursued
- Work within the MTF to identify and collect MAC information
- Work with your MRCU. Don't waste time creating and sending claims that won't be pursued



